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State of California—Health and Human Services Agency  
Department of Health Care Services



Edmond G. Brown Jr  
Governor

November 21, 2011

CHDP Program Letter No: 11-14

TO: ALL CHILD HEALTH AND DISABILITY PREVENTION (CHDP) PROGRAM  
DIRECTORS, DEPUTY DIRECTORS, STATE CHILDREN'S MEDICAL  
SERVICES (CMS) STAFF AND DEPENDENT AND INDEPENDENT  
COUNTY OPERATIONS STAFF

SUBJECT: FISCAL YEAR (FY) 2011-2012 ALLOCATIONS FOR THE HEALTH  
CARE PROGRAM FOR CHILDREN IN FOSTER CARE (HCPCFC)

The purpose of this CHDP Program Letter is to provide CHDP local programs with their HCPCFC FY 2011-2012 allocations, which is the state share of the Medi-Cal Title XIX funds. The State General funds are to be matched with Federal Title XIX funds to supplement the HCPCFC Administrative Budget and are based on the Federal Financial Participation (FFP) guidelines found in the CMS Plan and Fiscal Guidelines (PFG). The allocation is based on county caseload data obtained from the Department of Social Services as of May, 2011. This caseload distribution is then applied toward the total State dollars available to determine the county allocation. See the enclosed funding allocation table.

Each local CHDP program is to carry out the HCPCFC as set forth in the CMS PFG. The primary responsibility of the HCPCFC Public Health Nurses (PHNs) remains that of administrative case consultation. By providing these services the PHN administratively coordinates the health care needs of children in foster care, including their developmental, dental and mental health needs. The PHN supports adherence to the health assessment periodicity schedule specified in the CHDP Health Assessment Guidelines, ensures that identified health needs are monitored, and supports continuity of health care services. The PHN, Social Worker, and/or clerical support update the CWS/CMS Health and Education Passport, including prescribed medications. The PHN/Social Worker share medical information where appropriate. The PHN consults with physicians and other medical and non-medical professionals regarding the health and well-being of children in foster care and in coordinating appropriate medical treatment.

This Program Letter will serve as each local program's approved State General Fund (GF) portion of the HCPCFC No County/City Match Administrative Budget and enables each local program to use this letter to develop its budgets. **There will be no budget approval letters issued from CMS.** Each local program remains responsible for oversight and tracking its administrative and budget expenditures. As in previous years, local programs will only be reimbursed for No County/City Match expenditures up to their authorized budget allocations. Each local program is authorized to claim Title XIX Federal funds to match its local funds in order to perform Early and Periodic Screening, Diagnosis, and Treatment administrative activities specifically for children and youth in foster care. Please refer to the CMS PFG for submission of county/city match budgets.

Local programs should follow the CMS PFG for budget submissions to CMS. Budgets for the HCPCFC are due 60 days from the release of all CMS allocations and the release of the PFG. Local programs that have previously utilized budget approval letters to submit to the county's authorized personnel will be able to utilize the attached County Allocation notice as documentation and verification of the GF Funds allocated.

Local programs that have questions regarding staffing, personnel changes, duty statements, memoranda of understanding, and other budget preparation items should discuss these with their CMS Nurse Consultant or administrative staff prior to submitting their budgets. All local programs must adhere to the CMS PFG for determination of enhanced and non-enhanced designation of staff and their activities as well as provision for FFP determination. Documentation for those staff that qualify for enhanced FFP and/or work on more than one program must adhere to the CMS PFG (Section 8) for time study requirements and guidelines.

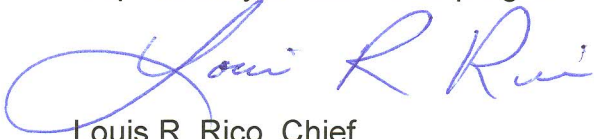
All quarterly expenditure reports submitted for reimbursement must be based on accurate and auditable documentation. An audit file must be maintained by each county to support all quarterly expenditure reports, and shall include but not be limited to: time studies, when required and performed during at least one representative month of the quarter for each budgeted position for which FFP is claimed; documentation in support of travel and training costs; and other documents required to support the claimed expenditures. In addition, documentation of the methods used to claim internal and external overhead must also be maintained.

Acceptance of allocated funds constitutes an agreement that the receiving local agency will comply with all federal and state requirements pertaining to the HCPCFC Program and adhere to all applicable policies and procedures set forth by the Department of Health Care Services and CMS. Periodically the federal program responsible for oversight of state expenditures for the administrative costs for the management of the Medicaid program will conduct programmatic audits.



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Finding of a federal audit exception and subsequent liability for repayment of federal Medicaid funds relating to the HCPCFC audit exception, are the exclusive and sole responsibility of each local program.

A handwritten signature in blue ink, appearing to read "Louis R. Rico". The signature is fluid and cursive, with a large initial "L" and "R".

Louis R. Rico, Chief  
Systems of Care Division

Enclosure (Funding Allocation Table)

| FY 2011-2012  |                  |             |
|---|------------------|-------------|
| CHILD HEALTH AND DISABILITY PREVENTION PROGRAM                      |                  |             |
| HEALTH CARE PROGRAM FOR CHILDREN IN FOSTER CARE (HPCFC) ALLOCATIONS |                  |             |
|   | County           | \$5,557,444 |
| 1   | Alameda          | \$137,769   |
| 2   | Alpine           | \$2,000     |
| 3   | Amador           | \$3,995     |
| 4   | Butte            | \$68,279    |
| 5   | Calaveras        | \$7,627     |
| 6   | Colusa           | \$3,027     |
| 7   | Contra Costa     | \$85,833    |
| 8   | Del Norte        | \$8,232     |
| 9   | El Dorado        | \$28,086    |
| 10  | Fresno           | \$221,907   |
| 11  | Glenn            | \$9,201     |
| 12  | Humboldt         | \$22,881    |
| 13  | Imperial         | \$24,818    |
| 14  | Inyo             | \$2,000     |
| 15  | Kern             | \$202,174   |
| 16  | Kings            | \$24,212    |
| 17  | Lake             | \$13,196    |
| 18  | Lassen           | \$5,327     |
| 19  | Los Angeles      | \$1,920,413 |
| 20  | Madera           | \$23,244    |
| 21  | Marin            | \$7,627     |
| 22  | Mariposa         | \$2,300     |
| 23  | Mendocino        | \$22,154    |
| 24  | Merced           | \$72,395    |
| 25  | Modoc            | \$2,000     |
| 26  | Mono             | \$2,000     |
| 27  | Monterey         | \$25,423    |
| 28  | Napa             | \$13,075    |
| 29  | Nevada           | \$8,474     |
| 30  | Orange           | \$245,999   |
| 31  | Placer           | \$25,544    |
| 32  | Plumas           | \$6,537     |
| 33  | Riverside        | \$387,158   |
| 34  | Sacramento       | \$332,074   |
| 35  | San Benito       | \$5,327     |
| 36  | San Bernardino   | \$324,447   |
| 37  | San Diego        | \$349,870   |
| 38  | San Francisco    | \$112,709   |
| 39  | San Joaquin      | \$111,135   |
| 40  | San Luis Obispo  | \$33,292    |
| 41  | San Mateo        | \$24,939    |
| 42  | Santa Barbara    | \$55,810    |
| 43  | Santa Clara      | \$99,755    |
| 44  | Santa Cruz       | \$22,639    |
| 45  | Shasta           | \$58,110    |
| 46  | Sierra           | \$2,000     |
| 47  | Siskiyou         | \$11,138    |
| 48  | Solano           | \$31,839    |
| 49  | Sonoma           | \$46,730    |
| 50  | Stanislaus       | \$60,168    |
| 51  | Sutter           | \$15,375    |
| 52  | Tehama           | \$17,675    |
| 53  | Trinity          | \$5,327     |
| 54  | Tulare           | \$85,107    |
| 55  | Tuolumne         | \$8,353     |
| 56  | Ventura          | \$64,042    |
| 57  | Yolo             | \$25,544    |
| 58  | Yuba             | \$10,048    |
| 59  | City of Berkeley | \$9,080     |
|   | Total            | \$5,557,444 |